AROMATIC AND HALOGENATED VOLATILES BY CHROMATOGRAPHY USING PHOTOIONIZATION AND/OR ELECTROLYTIC CONDUCTIVITY DETECTORS

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Facility Name:_____VELAP ID_____

Assessor Name:_____Analyst Name:_____Inspection Date_____

Relevant Aspect of Standards	Method Reference	Y	N	N/A	Comments
Records Examined: Date of Analysis:_____ Date(s) of Sample Preparation:_____ Analyst:_____					
Were reagent grade chemicals used in all tests?	5.1				
When reference compound purities were less than 96%, were purities percentages used to correct weight calculations?	5.5.3				
Were stock and working standards stored at -10°C to -20°C and protected from light?	5.5.4 5.6				
Were fresh calibration standards prepared if check standard drift exceeded 20%?	5.5.5.1				
Were premixed certified standards were used, were they stored according to manufacturer's instructions?	5.6				
Were at least five initial calibration standards used?	5.7.1				
Were calibration verification standards prepared at concentrations near the mid-point of the initial calibration curve?	5.7.2				
Were all reported analytes included in the calibration curve?	5.7.3				
If internal standardization was used, were the internal standards used in the calibration standards the same as those used in the samples?	5.7.4				
Were each sample, standard, and reagent blank spiked with two or more surrogates?	5.10				
Did calibration take place using the same sample introduction methods as sample introduction?	7.3.1				
When purge-and-trap introduction were used, were purge temperatures the same for all calibration standards, samples, and QC samples?	7.4.1.3				
Notes/Comments:					

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Relevant Aspect of Standards	Method Reference	Y	N	N/A	Comments
Were Initial Demonstrations of Proficiency done with each combination of sample preparation and determinative method?	8.4				
Were Initial Demonstrations of Proficiency done with each new analyst or with every significant change in instrumentation?	8.4				
Were a method blank, a matrix spike, a duplicate, and a LCS included in each analytical batch?	8.4				
Were at least one LFM/Dup or LFM/LFMD pair included in each sample batch?	8.4.1				
Did the laboratory develop historical surrogate recovery limits and evaluate surrogate recoveries?	8.5				

Notes/Comments: